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Instructions for Completing Vehicle Schedule A Legal Size Continuation (Form T-138A)

Vehicle Schedule A Continuation (Form T-138A) should be used when you have more vehicles than there are spaces on the Vehicle Schedule A (Form T-138). Please do not list vehicles that only travel in Georgia or weigh less than 26,001 lbs. IRP registration cannot be completed nor can fees be calculated until all of the required information is received. The numbers in parentheses () on page one (1) of this form correspond to the paragraphs below:

SECTION 1

1. New Account? Check the "Yes" box if you are applying for Georgia IRP registration for the first time.
2. 5-Digit Georgia IRP Account #: Record the Registrant's/Carrier's 5-digit Georgia IRP account number. First time Registrants should leave this space blank.
3. 3-Digit Georgia Fleet #: Record a three-digit fleet number. A fleet is one or more vehicles that all travel in the same jurisdictions. A separate Vehicle Schedule A (Form T-138) and Mileage Schedule B (Form T-139) are required for each fleet. Number each fleet in order, i.e. 001, 002, 003, etc.
4. 3-Digit Georgia Supplement #: Leave blank and a supplement number will be assigned.
5. Registrant's US DOT #: Record the Registrant's US DOT number. File for your US DOT number or update your Motor Carrier Services Identification Report (MCS-150) from the Federal Motor Carrier Safety Administration's website, <http://safer.fmcsa.dot.gov/> or call (404) 562-3620. Motor carrier forms dated more than one-year from the last update will not be accepted.
6. Federal Employer Identification # (FEIN) or Social Security #: Record the Registrant's Federal Employer Identification Number (FEIN). If the Registrant does not have a FEIN, record the Registrant's social security number and apply for a FEIN immediately with the [Internal Revenue Service \(IRS\)](#). Click on the link to connect to the IRS website.
7. Registrant's/Carrier's Full Legal Name and Business Address in Georgia including city, state and zip code: If Registrant is an individual, record first name, middle name and last name. A post office box is not acceptable. This address is the same address where the operational records and mileage records for the fleet are maintained. Plates are mailed to the business address.

SECTION 2

1. Unit/Equip #: Record the number for each vehicle. The Registrant/Carrier assigns this number. Each vehicle requires a different unit or equipment number. Numbers cannot be reused in a license year.
2. Vehicle Identification Number (VIN): Record the vehicle's complete vehicle identification number (VIN) as it appears on the vehicle's Georgia certificate of title.
3. # Of Axles or Seats: Record the number of axles, including the steering axle, for trucks. Do not include trailer axles with truck axles. Record the number of seats for buses only.
4. Empty Weight of Vehicle: Record the empty weight of the tractor or truck.
5. Combined Gross Weight: Record the combined weight of the tractor, trailer, and the heaviest cargo that the vehicle will carry.
6. Vehicle's Purchase Price: Record the price the current owner paid for the vehicle minus any trade-in, sales or use tax and finance charges.
7. Factory List Price: Record the vehicle's factory list price.
8. Owner(s)' Legal Name(s): Record the vehicle owner(s)' name(s) as it appears on the vehicle's Georgia certificate of title.
9. Georgia Title #: Record the vehicle's Georgia certificate of title number. Titles are required for 1986 and newer year model vehicles.
10. Short Term Lease/Safety Change Ind. (Y/N): Record a "Y" if the vehicle will be rented or leased for thirty-days or less during this registration year.
11. Carrier's FEIN: Record the Carrier's Federal Employer Identification Number (FEIN). If the Carrier does not have a FEIN, record the Carrier's social security number and apply for a FEIN immediately with the [Internal Revenue Service \(IRS\)](#). Click on the link to connect to the IRS website.
12. US DOT #: Record the Carrier's US DOT Number. Carriers are required to have a US DOT number. Carriers are also required to update their Motor Carrier Services Identification Report (Form MCS-150) annually. If a "Y" is entered in the Short Term Lease/Safety Change Ind. Column (10), a US DOT number is required.

SECTION 3

1. Signature, Printed Name, Position or Job Title & Date: The Registrant/Carrier or an authorized agent is required to sign this completed application, print their name, record their position or job title with the company, and record the date (month, day and year) they sign the application.

Do not submit money with this application. You will be billed later. Applications for Georgia IRP registration may be submitted by mail or in-person as follows:

Mailing Address: ATTN: IRP Unit, Department of Revenue, Motor Vehicle Division, PO Box 16909, ATLANTA, GA 30321

In-Person Address: Department of Revenue, Motor Vehicle Division, 1200 Tradeport Boulevard, Hapeville, GA 30354 - Open from 8:00 a.m. to 4:30 p.m. Monday through Friday excluding state holidays

Telephone Number: (404) 675-6135

Website: www.dor.ga.gov This application can be completed and printed from this Department's website for signing and submission by mail or in-person.